

Minutes of CRFPD Regular Business Meeting

June 26, 2024

Attending Board Members: Bob Conder (Chair), Alex Polikoff (Secretary), Tony O'Donahue (Treasurer), Heidi Hagler (Vice Chair)

Corvallis Fire Department (CFD) – Deputy Chief Kevin Fulsher

1. There being a quorum present, the meeting was called to order by the Chair at 6:00 PM.
2. Introductions & public comments – Rahul Shah and Phil Sollins attended; Phil Sollins asked about the absence of the Fire Marshals report.
3. Approve minutes of the May meetings – These were approved as presented by the Secretary by unanimous consent.
4. Treasurer's Report – O'Donahue reported that the major transaction for the month was payment for the Locke roof replacement (shown in the report as a generator expense, which will be rectified). The monthly report was accepted without objection.
5. Fire Chief's report – Deputy Chief Fulsher reported that the new CFD Emergency Manager has started; Conder would like to see the new Emergency Manager and the new head of the Benton County Shops at a future Board meeting. A tabletop exercise was held in June; one potential incident involved coordination with Linn County law enforcement; another involved an incident near Crescent Valley High School. The fire season will officially begin July 1. Fulsher reported that new tender delivery is approximately 600 days. The new Type 3 brush rigs on order for the District have a scheduled build start in the 3rd quarter of this year. CFD is investigating options for replacement of the remaining District Type 3. CFD is also looking into quotes for adding spray bars to 166 (Locke brush rig). There is a volunteer Fire Academy planned for early September.
 - a. Incident reports – There were 64 calls for service in the District for the month of May.
 - b. Fire Marshal's report – no report.
 - c. Locke Fire Station/Lt's report – There are issues with disruption of the water supply for the station, as the well output is not keeping up with demand. Pump service technicians have recommended drilling a new well to maintain the station supply. Auto refill for the 30,000 gallon holding tank has been disabled in an attempt to maintain service to Locke. Current staffing at Locke is 11 Rural Resident Volunteers (RRV), with 3 recently qualified as Crew Leaders.
 - d. CFD's Report on District-owned apparatus and condition - (This was tabled for discussion with Lt. Rose).
 - e. Backfill for the current Lt. Position – If implemented it would be in place through March 2025 and the cost to the District would be \$15,000; discussion followed. The Board asked for information on why the backfill would only be through March. Hagler requested that Fulsher move forward with preparing a MOU for the next Regular Meeting, with the Board's consensus.
 - f. Status of apparatus orders and retrofits; timing and cost of next Type 3 – The retrofit of the City tender is complete. There are no quotes yet for the potential retrofit of the District tender.
6. Correspondence
 - a. Meeting notifications
 - i. Emails sent to our distribution list
 - ii. Posted on CorvallisRFPD.Com
7. New Business

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a. SDAO trainings – Hagler reported on the best practices requirements for SDIS discounts, and will follow up on this.

b. Hot Topics postcard return rate – Conder will have more information at the next Regular Meeting. Discussion on the design of the 2025 edition was tabled for the next Regular Meeting.

c. Station landscaping – O’Donahue reports the need for mulching around Locke, but suggests replacing mulch close to the station with rock. The Board agrees that would be good idea; several members will inspect the exterior of the station after the meeting.

d. Station water pump – Polikoff reports the water pressure was out again on Friday, and the well output is much below 8 gpm. Station staff can reset the pump when it trips on low well water. The water supply to the 30,000 gallon storage tank & irrigation has been shut off to maintain supply to the station. Polikoff and O’Donahue will head the project to rectify the water situation, and Hagler will provide backup on vendor quotes, etc.

e. Recent plumbing issue – The problem with drain lines within Locke station was reported to now be corrected.

8. Old Business

a. Status of “Network in a box” – Lt. Rose has noted a marked improvement in download speed for the offices at Locke station. The WiFi connection for the equipment bay is close to completion.

b. Seismic inspection quotes – No report.

c. Status of station walkthrough items – Conder and O’Donahue reported.

i. Status of mattress replacements – O’Donahue is discussing the subject item with Lt. Rose in order to get buy in from the RRVs. He states he will take action on this after July 1.

ii. Grease trap leaking in Dorm Hallway – Conder reported he is getting quotes for this repair.

iii. Door hinges – Conder reported that Riverside Doors will be providing a quote.

iv. Chairs – There are many replacements needed around the station. Hagler stated she will work on it.

d. Persistent generator alarm – Polikoff reported that the new generator was alarming at the generator housing, which was annoying the neighbor; Polikoff temporarily disabled the outside alarm. The generator tech was at the station today and replaced the gateway controller; he then diagnosed the problem as a bad relay to the LNG solenoid. All alarms were cleared, and the generator will hopefully be repaired in the next week.

e. Exercise equipment order status (safety bars, cable replacements) – Polikoff reported Fitness Equipment of Eugene has received the new safety bars for the weight stand, but they are still waiting on a cable kit for the exercise machine. Both items should be installed next week.

f. Website update w/News & Events – Hagler reported she has talked to ODF & Chief Janes about doing a question & answer session for the District website.

g. Review Board Calendar –

i. File adopted budget resolution with Linn & Benton Counties by July 1 deadline – this was done by the Treasurer.

ii. We have received a proposed contract from the auditor to engage them for next fiscal year. O’Donahue recommends proceeding with this, and the Board agrees.

9. Other Matters

a. Fulsher discussed the status of the CFD apprenticeship program.

b. Set time and date of next meeting – This was set for July 31st at 6:00 PM.

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10. There being no further business to conduct, the Regular Meeting was closed at 8:00 P.M. by the Chair.